TAB A

Board of Trustees
Washtenaw Community College

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject
January 26th Monthly Meeting

Date
February 25, 2016

RECOMMENDATION

That the Board of Trustees approve the minutes of the January 26th Monthly Meeting as submitted.

Prepared by: Vanessa Brooks
Title: Executive Associate to the President and Board of Trustees

Recommended by: Rose B. Bellanca, Ed.D.
Rose B. Bellanca, President

MINUTES
WASHTENAW COMMUNITY COLLEGE
MONTHLY MEETING OF THE BOARD OF TRUSTEES
TUESDAY, JANUARY 26, 2016

CALL TO ORDER

Call to Order

The Monthly Meeting of the WCC Board of Trustees was called to order by Chair Richard Landau on January 26, 2016 at 6:03 p.m. in Room 150, Morris Lawrence Building, 4800 East Huron River Drive, Ann Arbor, Michigan.

Present: Chair Richard Landau, Vice Chair Diana McKnight-Morton, Secretary Christina Fleming, Trustee Dilip Das *(arrived at 6:13 p.m.),* Trustee David DeVarti, Trustee Stephen Gill and Trustee Ruth Hatcher.

Approval of the Agenda (Action)

Approval of Agenda (Action)

It was moved by Trustee Gill, seconded by Trustee Hatcher that the Board approve the January 26th Monthly Meeting agenda. The motion was adopted.

Approval of Minutes (Action)

Approval of Minutes (Action)

It was moved by Trustee Hatcher, seconded by Trustee DeVarti that the Board approve the amended minutes of the December 8th Monthly Meeting. The motion was adopted.

CITIZEN PARTICIPATION

Citizen Participation

WCC Education Association

WCC Education Association

Ms. Maryam Barrie, WCCEA President and English faculty voiced her concern with how the administration will support full time and adjunct faculty in light of the October 1, 2015 HLC faculty qualifications.

Ms. Barrie also expressed concerned about instruction faculty numbers not being at full authorized strength. She also expressed thanks for the hiring of two part time Licensed Professional Counselors.

Public Comment

Public Comment

Ms. Elisabeth Thouburn, Humanities faculty member informed the Board about the declining fleet of vans which may be lead to students losing educational opportunities.

Written Communications

Written Communications

The Board received one written communication.

SPECIAL REPORTS

Special Reports

Open Education Resources (Strategy 3)

Open Education Resources (Strategy 3)

President Bellanca introduced the presentation on Open Education Resources (Strategy 3). She mentioned the work was started over four years ago to aid students with college affordability.

Ms. Kristin Good, Dean Math, Science & Engineering Technology thanked the Board for the opportunity to represent this presentation which was originally presented to faculty at January In Service.

Ms. Bonnie Tew, Humanities faculty member mentioned to the Board her recent sabbatical focused on OERs. She noted she piloted OERs in two sections of Communication in Fall 14. She also mentioned over 95% of sections in Communication are currently using OERs. Lastly she stated OERs have saved students over $125,000.00 in textbook cost of the last few years.

Ms. Clare Sparklin, Humanties faculty, described to the Board the blackboard site created to house e-texts. She also mentioned the results of a recent survey given to students who have used OERs. The survey of 14 sections of COM 102 revealed that 96% engaged in the online content.

Ms. Mary Mullalond, English faculty and Chair of the Faculty Professional Development Committee talked about the process of creating a process to allow faculty to feel supported through the development of using and creating OERs. She also mentioned the Faculty Professional Development Committee will be running workshops on ways OERs can increase student success.

Mr. Victor Liu, Dean of Learning Resources noted that the Library contains OERs for over 40 disciplines.

Dr. Michael Nealon, Vice President of Instruction, cited research that shows that students who used OERs outperform students with traditional textbooks. He also noted students are using the money saved on textbook costs to reinvest in progress of their future.

Mr. Peter Baccile, Senior Director of E-Learning noted his department helps faculty visualize their dream while ensuring accessibility and portability for students.

MONTHLY REPORTS

Monthly Reports

Personnel Recommendations (Action)

Personnel Recommendations (Action)

It was moved by Vice Chair McKnight-Morton, seconded by Trustee Hatcher that the Board of Trustees approve the personnel recommendations as listed. The motion was adopted.

Financial Reports (December 2015) (Action)

Financial Reports (December 2015) (Action)

It was moved by Trustee Hatcher, seconded by Trustee Das that the Board receive the Financial Reports for December 2015 as follows: General Fund, Deferred Maintenance Fund, Capital Fund, and Combined Schedule of Investments-All Funds. The motion was adopted.

Mr. William Johnson, Vice President and CFO, noted the college continues to meet revenue goals. He also mentioned preliminary predictions forecast higher property tax revenue than anticipated.

Facilities Development Report

Facilities Development Report

Mr. Damon Flowers, Vice President of Facilities and Campus Safety noted that the capital projects for CCSTEP are starting to increase. He also mentioned that the MLB chillers replacement would begin shortly.

Remarks of Members of the Board of Trustees

Remarks of Members of the Board of Trustees

Trustee Hatcher mentioned her concerns with 50th celebrations and the millage. She also thanked Pat Hill and Kathy Cook for passing of the Physical Therapy Accreditation. Lastly she mentioned looking forward to seeing a report on support for full and adjunct faculty on based on the HLC requirements.

Trustee DeVarti stated he would like to see Elisabeth Thouburn's requests for van to be included in capital outlay budget for next year.

Vice Chair McKnight-Morton talked about Dean Chisholm's Diversity program. She thanked Rachel Barsch and Thornton Perkins for their help with the MLK program. She also mentioned her interaction with a Pharmacy Tech student who spoke highly of the program noting that it had excellent instructors.

Treasurer Gill also praised the MLK day celebration. He noted the Foundation grants committee is in the process of awarding faculty grants.

Trustee Das stated that WCC welcomes all Arab and Muslims student, and we will not tolerate expressions of intolerance.

President's Remarks

President's Remarks

President Bellanca noted that the administration supports Elisabeth Thouburn and are currently looking at options for the vans. She also thanked Secretary Fleming for agreeing to speak at the Winter Honors Convocation.

President Bellanca also mentioned 8 students participated education day at the Autoshow. She thanked Jay Mosquera and Susan Ferraro for their involvement. She also noted that this was the 12th anniversary of WCC Culinary Student cooking dinner for University commons. Lastly she mentioned for second the time that WCC was mentioned in Detroiter magazine.

NEW BUSINESS

New Business

Discussion

Discussion

Recommendation for New Programs 2016 -2017

Recommendation for New Programs 2016 -2017

Dr. Michael Nealon, Vice President of Instruction introduced Dean Kimberly Hurns who explained the recommendation for new programs in the Business Area.

Dean Hurns informed the Board that the certificate allows us to provide a program students who are coming to WCC to get their basics to add students in completion.

Mr. Brandon Tucker, Dean of Advanced Technologies & Public Service Careers informed the Board that the advanced certificate was created for students to gain employability as well as advancement if already employed.

Recommendation for Discontinued Programs 2016 – 2017

Recommendation for Discontinued Programs 2016 – 2017

Dr. Michael Nealon, Vice President of Instruction introduced Dean Kimberly Hurns who explained the recommendation for discontinued programs in the Business Area.

Dean Hurns mentioned the medical office assistant certificate does not qualify students to sit for the CMA exam. She also noted that the hospitality management certificate contained programs no longer offered and students prefer the associate degree.

CC STEP Grant Capital Equipment Purchases (Phase 4)

CC STEP Grant Capital Equipment Purchases (Phase 4)

Mr. Brandon Tucker, Dean of Advanced Technologies & Public Service Careers spoke to the Board about how the new equipment will positively impact the Advanced Manufacturing and Welding departments.

Construction Contract Change Order: FY 15 Parking Lots Resurfacing Project

Construction Contract Change Order: FY 15 Parking Lots Resurfacing Project

Mr. Damon Flowers, Vice President of Facilities and Campus Safety noted that the change order was needed due to several field conditions encountered that altered the original cost.

Michigan Skilled Trades Equipment Capital Project - Additional Funding Request

Michigan Skilled Trades Equipment Capital Project - Additional Funding Request

Mr. Damon Flowers, Vice President of Facilities and Campus Safety addressed the Board in regards to the recommendation to approve an additional funding request for the Michigan Skilled Trades Equipment Capital Project.

Mr. Brandon Tucker, Dean of Advanced Technologies & Public Service Careers informed the Board that this request would allow the movement of equipment to allow easier access for students across disciplines.

Michigan Skilled Trades Equipment Capital Project - Additional Funding Request(cont)

Mr. Tom Penird, Industrial Technology faculty spoke in support of the equipment move. He also explained to the Board that programs were merged so curriculum flows.

Mr. Glenn Kay, Welding faculty also noted his support for the movement of equipment. He also noted trying to align what others are going to make students with multiple skills set to be more employable.

Election of Officer (Action)

Election of Officer (Action)

Chair Landau nominated Trustee Stephen Gill for the position of Treasurer of the WCC Board of Trustees for a one-year period ending December 31, 2016; supported by Trustee Das.

A roll call vote was taken. The results were: Chair Landau, yes; Vice Chair McKnight-Morton, yes; Secretary Fleming, yes; Trustee Das, yes; Trustee DeVarti, yes; Trustee Gill, yes and Trustee Hatcher, yes. The motion was adopted.

The election of Trustee Gill as Treasurer was supported unanimously. The motion was adopted.

Trustee Assignment

Trustee Assignment

Chair Landau appointed Secretary Fleming as the Foundation Liaison of the WCC Board of Trustees for a one-year period ending December 31, 2016.

OLD BUSINESS

Old Business

Authorization to Negotiate a Safety and Security Contract with Washtenaw County Sheriff's Office (Action)

Authorization to Negotiate a Safety and Security Contract with Washtenaw County Sheriff's Office (Action)

It was moved by Vice Chair McKnight-Morton, seconded by Treasurer Gill that the Board of Trustees authorizes the President to negotiate with the Washtenaw County Sheriff's Office a multi-year safety and security contract and memorandum of agreement based on the School Resource Officer model as outlined in the "School Resource Officer Model Guidelines" document. As this safety and security initiative was the result of a Board of Trustees workshop, the draft contract negotiated by the administration shall be reviewed by the Board of Trustees for approval at a future meeting.

A roll call vote was taken. The results were: Chair Landau, yes; Vice Chair McKnight-Morton, yes; Treasurer Gill, yes; Secretary Fleming, yes; Trustee Das, yes; Trustee DeVarti, no; and Trustee Hatcher, yes. The motion was adopted.

CC STEP Grant Capital Equipment Purchases (Phase 3) (Action)

CC STEP Grant Capital Equipment Purchases (Phase 3) (Action)

It was moved by Treasurer Gill, seconded by Trustee Das that the Board of Trustees approve the contracts listed below for the purchase of capital equipment related to the CC STEP Grant not to exceed $712,000.

A roll call vote was taken. The results were: Chair Landau, yes; Vice Chair McKnight-Morton, yes; Treasurer Gill, yes; Secretary Fleming, yes; Trustee Das, yes; Trustee DeVarti, yes; and Trustee Hatcher, yes. The motion was adopted.

MLB Chillers Replacement Construction Contract Award (Action)

MLB Chillers Replacement Construction Contract Award (Action)

It was moved by Treasurer Gill, seconded by Trustee Hatcher that the Board of Trustees approve a construction contract with Boone & Darr Mechanical, Inc., of Ann Arbor, Michigan, as Mechanical Contractor for the MLB Chillers Replacement Project, for an amount not to exceed $407,000; contingent upon the College administration obtaining a satisfactory contract with the firm.

A roll call vote was taken. The results were: Chair Landau, yes; Vice Chair McKnight-Morton, yes; Treasurer Gill, yes; Secretary Fleming, yes; Trustee Das, yes; Trustee DeVarti, yes; and Trustee Hatcher, yes. The motion was adopted.

CC STEP Grant Welding Equipment Electrical Contract Award (Action)

CC STEP Grant Welding Equipment Electrical Contract Award (Action)

It was moved by Vice Chair McKnight-Morton, seconded by Trustee DeVarti that the Board of Trustees approve a construction contract with J. Ranck Electric, Inc., of Mt. Pleasant, Michigan, as Electrical Contractor for the OEB Welding Lab Renovations Project, for an amount not to exceed $399,410; contingent upon the College administration obtaining a satisfactory contract with the firm.

A roll call vote was taken. The results were: Chair Landau, yes; Vice Chair McKnight-Morton, yes; Treasurer Gill, yes; Secretary Fleming, yes; Trustee Das, yes; Trustee DeVarti, yes; and Trustee Hatcher, yes. The motion was adopted.

CC STEP Grant Welding Equipment Mechanical Contract Award (Action)

CC STEP Grant Welding Equipment Mechanical Contract Award (Action)

It was moved by Trustee Hatcher, seconded by Trustee DeVarti that the Board of Trustees approve a construction contract with John E. Green Company, Inc., of Ann Arbor, Michigan, as Mechanical Contractor for the OEB Welding Lab Renovations Project, for an amount not to exceed $440,600; contingent upon the College administration obtaining a satisfactory contract with the firm.

A roll call vote was taken. The results were: Chair Landau, yes; Vice Chair McKnight-Morton, yes; Treasurer Gill, yes; Secretary Fleming, yes; Trustee Das, yes; Trustee DeVarti, yes; and Trustee Hatcher, yes. The motion was adopted.

Video Recording Board Meeting (Action)

Video Recording Board Meeting (Action)

It was moved by Vice Chair McKnight-Morton, seconded by Trustee DeVarti that the Board of Trustees continues its pilot program whereby WCC Board meetings are digitally video recorded and made available to the public for viewing online, until

and including the September Board meeting, when the Board will decide whether or not to continue the program.

Video Recording Board Meeting (Action)(cont)

Mr. Victor Liu, Dean of Learning Resources, thanked IT and Web Services for their help with the data analytics. He noted that 889 views of the four meeting pages, mentioning 589 are unique viewers.

It was moved by Trustee Hatcher, seconded by Trustee DeVarti the motion be amended from September to December 2016 Board Meeting.

A roll call vote was taken. The results were: Chair Landau, yes; Vice Chair McKnight-Morton, yes; Treasurer Gill, yes; Secretary Fleming, yes; Trustee Das, yes; Trustee DeVarti, yes; and Trustee Hatcher, yes. The motion was adopted.

Motion to Adjourn Monthly Meeting (Action)

Motion to Adjourn Monthly Meeting (Action)

It was moved by Trustee Hatcher, seconded by Vice Chair McKnight-Morton that the Board move to adjourn the Monthly Meeting. The motion was adopted. The Monthly Meeting was adjourned at 9:09 p.m.

Respectfully submitted,

Christina Fleming
Secretary

Richard Landau
Chair